

15 JUN 1982

MEMORANDUM FOR: Chief, Plans and Programs Staff, OL

STAT FROM: [REDACTED]
Chief, Building Planning Staff, OL

SUBJECT: Office of General Counsel

REFERENCE: Note for DD/A from General Counsel dated
24 May 1982, Subject: OGC Senior Management
Seminar (DD/A 82-1982; OL 2 2424)

1. Current needs of this Staff are being satisfactorily supported by the Procurement Law Division (PLD) and Library of the Office of General Counsel (OGC). This stands in rather stark contrast to the writer's previous experiences in other components wherein lack of timely responsiveness has been the consistent experience.

2. Two possible courses of action that could lead to better OGC support are:

a. Decentralization of resources to place legal assistance closer to the manager and thereby improve communication and teamwork. Existing examples are assignment of an OGC representative to the Directorate of Operations and existence of PLD adjacent to the Office of Logistics.

and/or b. Better management systems within OGC to keep customers advised of estimated action dates associated with tasks. This may be something as simple as a tightly administered suspense system.

3. While an Agency manager may appreciate the intricate nature of the law and the professional ethic adhered to by the professionals, he cannot avoid holding them accountable for delivery of the right product at the right time when execution of his mission requires it.

STAT

OL 2 2706

Distribution:

Orig - C/P&PS/OL
 - OL/BPS (Official)
1 - OL Reader

STAT

OL/BPS/

(14 June 1982)

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OGC Senior Management Seminar

FROM: EXTENSION

NO.

OL 2 2424

DATE

8 June 1982

TO: (Officer designation, room number, and building)

DATE

RECEIVED FORWARDED OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/PMS	<input type="text"/>	<input type="text"/>	<input type="text"/>	Per Jim's note on the attached, please give me your thoughts (<u>NLT 8 July</u>) and I will consolidate and give to the front office. <input type="text"/>
2. C/SS	<input type="text"/>	<input type="text"/>	<input type="text"/>	
3. C/LSD	<input type="text"/>	<input type="text"/>	<input type="text"/>	
4. C/P&PD	<input type="text"/>	<input type="text"/>	<input type="text"/>	
5. C/PD	<input type="text"/>	<input type="text"/>	<input type="text"/>	
6. C/RECD	<input type="text"/>	<input type="text"/>	<input type="text"/>	
7. C/SD	<input type="text"/>	<input type="text"/>	<input type="text"/>	
8. C/BPS	<input type="text"/>	<input type="text"/>	<input type="text"/>	
9. C/B&FB	<input type="text"/>	<input type="text"/>	<input type="text"/>	
10. C/R&SB	<input type="text"/>	<input type="text"/>	<input type="text"/>	
11. C/SAB	<input type="text"/>	<input type="text"/>	<input type="text"/>	
12. C/P&TS	<input type="text"/>	<input type="text"/>	<input type="text"/>	
13. 	<input type="text"/>	<input type="text"/>	<input type="text"/>	
14. 	<input type="text"/>	<input type="text"/>	<input type="text"/>	
15. 	<input type="text"/>	<input type="text"/>	<input type="text"/>	

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OGC Senior Management Seminar

FROM:

EO/DDA

EXTENSION

NO.

DDA 82-1307/1

STAT

7D-18 Hqs.

DATE

26 May 1982

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

STAT 1. D/Communications

STAT

All:

Please review the attached memo from the General Counsel and provide any comments you may have. It would be appreciated if I could have your response by COB 14 July.

STAT 2. D/Data Processing
2D-00 Hqs.

STAT

Att

DDA 82-1307

STAT 3. D/Finance
1212 Key Bldg.

STAT

STAT 4. D/Information Services
1206 Ames Bldg.

STAT

STAT 5. D/Logistics

STAT

STAT 6. D/Medical Services
1D-4061 Hqs.

STAT

STAT 7. D/Security
4E-60 Hqs.

STAT

STAT 8. D/Training & Education
1026 CofC

STAT

STAT 9. SSA/DDA
7D-10 Hqs.

STAT

STAT 10. CMO/DDA
7C-18 Hqs.

STAT

STAT 11. IHSA/DDA
6D-5317 Hqs.

STAT

STAT 12. EEO/DDA
6E-2917 Hqs.

STAT

STAT 13. C/Safety Staff

STAT

STAT 14.

STAT

STAT 15.

-pls canvas
the Div. & Staff for
their thoughts on
this issue

01 2 2424

82-1307

OGC 82-05068
24 May 1982

NOTE FOR: Harry E. Fitzwater
Deputy Director for Administration

FROM: Stanley Sporkin
General Counsel

SUBJECT: OGC Senior Management Seminar

Harry:

STAT

1. We are scheduling a senior management seminar [redacted] on 26 and 27 July 1982 to discuss how the Office can better serve the DDCI and the Agency. Prior to [redacted] the seminar, I and the senior members of the Office would like to have a session with you and/or your designee(s) in order to obtain your views of how we can meet the legal needs of your organization.

STAT

2. We have set aside Thursday and Friday, 22 and 23 July, for individual sessions with you and other senior Agency managers, and have tentatively scheduled a session with you on Thursday, 22 July, at 1100 hours. If this time is not convenient for you, please contact my secretary, [redacted], to arrange an alternate time.

STAT

STAT

[redacted]
Stanley Sporkin

OL 2 2424